

**Derby Public Library
Board of Directors Meeting
Wednesday, May, 25, 2011**

1. Board President, Ms Gleason, called the meeting to order at 6:30pm and all stood for the Pledge of Allegiance.
2. Roll Call: Ms. Barry; Ms. Cecarelli; Ms. Rogers; Ms. Fallon; Ms. Gleason; Ms. Ducharme; Ms. Comboni; and Library Director, Ms. Williams. Absent with Notice: Mr. Stankye
3. Motion by Ms. Rogers to accept agenda as presented; seconded by Ms. Fallon.
All in favor
4. No one was present from the public. Public portion closed.
5. Motion made by Ms. Fallon to accept April minutes; seconded by Ms. Comboni.
All in favor.
6. Library Director's Report
 - a. Program highlights and meetings attended by Library Director were presented to the Board.
 - b. Library statistics were circulated.
 - c. Budget balances were shared .
 - d. One scholarship entry has been received thus far.
 - e. Dan Rivera (Above The Realm Paranormal Study) will be at the Library on Saturday @7pm-1am. A motion was made by Ms. Rogers to allow Sue Hunter, Editor of the Valley Gazette, to witness the study as an interested party – not as a reporter; seconded by Ms. Barry. All in favor.
 - f. Quarterly statements from the Valley Community Foundation were received.
 - g. YA book shelving has been constructed and will be installed on Tuesday May 31st while the Library is closed for Staff Development.
 - h. The initial meeting for the new Website will be on Thursday, June 9th from 9:30am-11:30am. It will take approximately 3 months to get up and running. Payment to be made by the end of the budget season.
 - i. Annual Carpet and upholstery cleaning is in progress and annual window washing will be done on May31st.
 - j. Annual mulching, fertilizing and planting is completed.
 - k. Lawn mower was purchased and has already had much use.
 - l. Update on Unemployment Claim –Phil Robertson filed an appeal on the Library's behalf on May 13th.
 - m. Gift bags were presented to Library volunteers during National Volunteer Week in April.

- n. The Library Director shared information from the FOI meeting held at City Hall.
 - o. Summer happenings were presented. There will be Adult, Young Adult and Children's Reading Programs. More details will follow.
 - p. The fact that Children's circulation is down again this year is of great concern to the Board.
7. Motion made by Ms. Rogers to go into Executive session to discuss the budget; seconded by Ms. Cecarelli. All in favor. 7:10pm
8. Motion made by Ms. Rogers to come out of Executive session: seconded by Ms. Barry. All in favor. 8:10pm
9. Motion made by Ms Ducharme for special meeting of the Board on the budget only on June 1, 2011; seconded by Ms. Comboni. All in favor.
10. Motion made by Ms. Rogers to reschedule the June meeting to the Tuesday the 14th; seconded by Ms. Cecarelli. All in favor.
11. Old Business
- a. Capital Planning on hold due to Mr. Stankye's absence.
 - b. Staff clothing to be displayed at the Staff Development in the 31st of May.
12. Adjournment
- a. Motion made by Ms Barry to adjourn; seconded by Ms. Cecarelli. All in favor. 8:15pm

Minutes are unofficial until approved at next meeting.

Respectfully submitted by Barbara Barry, Secretary-elect